



BENALLA FESTIVAL



3 - 11 November 2018

www.benallafestival.com.au

STREETPARADEENTRY FORM

Parade theme

This year the Benalla Festival theme is *Just a Little Bit Different* should aim to reflect the 2018 theme.

FREE ENTRY

Organisation/group

Contact name

Postal address

Phone **Email**

Title of entry

Entry details *(tick the appropriate box; provide more details below if required)*

Vehicle with passengers and people walking beside the vehicle. Approx. number of people walking:

People walking – no vehicle Vehicle with passengers Horse and cart combination

Horses or other animals being ridden or led – please describe below Float

Other type of entry – please describe below Band

Balloons carried or on the float (we need to know because balloons can frighten some horses, so we will need to separate these entries)

Does your entry feature music or sound effects? Yes No

If yes, what type?

Additional information about your entry

.....
.....
.....

Vehicles

All vehicles must be road registered and proof of Comprehensive Motor Vehicle insurance must be provided. If entering more than one vehicle please attach a separate sheet.

Type of vehicle **Length (m)**

Registration **Vehicle details to be advised**

Driver name **Licence number**

Note: If the full details of the vehicle are not available upon initial completion of this form, please tick the 'to be advised' box and supply to the Street Parade Coordinator prior to taking part in the street parade.

Explain your parade entry in approx 75 words (this will be read out so it needs to be concise):

.....
.....
.....
.....

Have you participated in the Parade before? Yes No

Parade awards

Prizes will be presented in recognition of participants' creative flair, commitment and hard work in the following categories:

- | | | | |
|---------------------------|-------|------------------------------|-------|
| ▪ Best theme entry | \$300 | ▪ Best community group entry | \$100 |
| ▪ Best float entry | \$100 | ▪ Best school/youth entry | \$100 |
| ▪ Most entertaining entry | \$100 | | |

Parade winners will be judged prior to the commencement of the street parade.

Photography/videos

I acknowledge that a photographer and videographer will be present at the event and consent, on behalf of our entry and participants (children and adults) that images may be used for promotion of future festivals and other forms of marketing conducted by the Benalla Rural City Council.

Parade indemnity

In registering as an entrant in this event coordinated by Benalla Rural City Council (the Council) it is understood that I agree to be bound by any lawful and reasonable directions of the Street Parade Coordinator and will abide by the Street Parade Guidelines, and that my safety, my parade entry or associated participants and equipment is acknowledged as my own responsibility, and that I participate in this event at my own risk entirely, and it is further understood and agreed that the Council is not be liable in contract, or in tort for any kind of claim for loss, damage, death, injury or expense whatsoever and to release the Council from all such liability arising out of or in connection with my participation in this event.

Authorising person for or on behalf of group/organisation or individual (must be 18 years of age or older and lawfully able to enter into this above release and indemnity).

Name

Signed **Date**

Please return the completed application form **by Monday 21 October 2019** to:

Di Harper
Benalla Festival Street Parade Coordinator
C/- Benalla Rural City Council
PO Box 227
BENALLA VIC 3671

OR email: benallafestival@benalla.vic.gov.au

For further information, please contact Benalla Festival Street Parade Coordinator Di Harper on 0427 625 916 or Council's Customer Service Team on 5760 2600.

Information Privacy Policy

We believe the responsible handling of personal information is a key aspect of democratic governance. We are strongly committed to protecting an individual's right to privacy. As such, we are committed to full compliance with our obligations under the [Privacy and Data Protection Act 2014](#) and the [Health Records Act 2001](#). In particular, we strive for full compliance with the Information Privacy Principles and the Health Privacy Principles contained within these Acts. You can find details of our Information Privacy Policy online at www.benalla.vic.gov.au/Privacy-Policy



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STREET PARADE GUIDELINES

FESTIVAL THEME

This year's Benalla Festival theme is *Our Backyard... a celebration of our special places and spaces*. Entries should aim to reflect the 2018 theme.

The Benalla Festival Advisory Committee is committed to increasing the standard and visual spectacle of the Parade each year, to make this happen we rely on the participation and efforts of entrants to strive to enhance the overall look of the Parade each year. So whether you are walking, in a vehicle or float be colourful, dress in uniform, or costume - 'dress to impress'.

PARADE DEPARTURE TIME/REGISTRATION DETAILS

The parade will be held on **Saturday 10 November 2018**. It will commence at adjacent to the Botanical Gardens entrance along Bridge Street.

ALL parade entrants must report to the parade marshal for registration and parade order allocation as they arrive at the registration area near the entrance to the Botanical Gardens **at 1pm**. The order of the parade will be decided by the Street Parade Coordinator.

PARADE POSITION AND PARKING ON DAY

The Parade Coordinator will contact you prior to the day to advise details.

DURING THE PARADE

Consider carefully the risks of any activity you may be considering as part of your entry with the safety of everyone in mind.

- Slow walking pace, keeping a 10 metre gap between entries (please convey to your drivers)
- To reduce the risks of personal injury please do not throw objects in the crowd of spectators. Objects such as sweets, balloons etc. are not to be thrown from the floats but instead, handed out below eye level in the parade route.
- Do not spray water or other liquids on the spectators as damage may be caused to mobile phones and other personal electronic devices.
- Avoid using loud sirens, horns and whistles throughout the parade route, especially if animals are participating in the parade.
- Participants and bands should perform their repertoire for the entire length of the parade.
- All entries must keep in motion – DO NOT STOP unless by necessity or instruction from a parade marshal.
- Make sure that structures, bunting, decorations and passengers on the float are safely secured.
- Children participating in the parade must be under the direct supervision of a responsible adult at all times.
- In the event of an emergency or safety hazard, please stop and await instructions from emergency services, assisted by Festival volunteers.

Please keep yourself and others safe by following the instructions of the parade marshals at all times. And most of all have a fabulous time.

JUDGING

Prizes will be awarded to entries in six categories: Best theme, best float, most entertaining, best community group and best school/youth entry. Judging will take place prior to the start of the Parade.

Thank you for your enthusiasm. The Benalla Festival Advisory Committee wishes your team lots of fun preparing your street parade entry. We look forward to celebrating the 2018 Benalla Festival with you.